

Voting Equipment Selection Committee
June 9, 2004
Minutes

Committee Members in Attendance:

Val Oveson, State CIO
Amy Naccarato, Director of Elections
Ray Palmer, Governor's Office IT
LuAnn Adams, Box Elder County Clerk
Sherrie Swensen, Salt Lake County Clerk
Linda Lunceford, Weber County Clerk
David Yardley, Iron County Clerk
Neil Peterson, Utah County IT
Liz McCoy, Disability Law Center
Bill Gibson, Division of Services for the Blind and Visually Impaired
Thom Roberts, Attorney General's Office
Debbie Gundersen, Office of State Purchasing

Absent:

Robert Pero, Carbon County Clerk
Mark Langston, Davis County IT
Steve Harmsen, Salt Lake County Council

I. Welcome

The meeting was called to order by Val Oveson.

III. Work time

The group reviewed the changes which had been suggested by Committee members.

Amy Naccarato reviewed "major revisions" to the draft of the RFP. There was a group discussion regarding adjustments to the equipment evaluation criteria. The group also discussed when to request training and support from the vendor. Committee members considered the need for training and support during the 2005-2006 election cycle.

The Committee considered how to develop evaluation criteria for testing the voting equipment. The Committee agreed that Amy will develop a plan for evaluating the equipment, including the development of a structure for a mock election, timing, who

participates and other factors. Amy will also draft an evaluation form to be used by persons testing the equipment.

Committee members agreed to contract a consultant to review the final RFP for completeness prior to its release. Amy will work to retain a consultant for the Committee. Amy will also develop a schedule of events, including the tentative scheduling of the RFP release and offers conference. The group also discussed which NASED certification standards vendors will be required to meet. Committee members were asked to review the RFP and forward any changes to Amy.

The meeting adjourned at 2:35 p.m.